

The University of Alberta

Edmonton, Canada

The University of Alberta

REPORT OF THE UNIVERSITY LIBRARIAN

TO THE PRESIDENT

Dear Mr. Adams:

I have the honor to present the report of
the library for the academic year 1958-59.

For the Period

April 1, 1958 to March 31, 1959.

The University of Alberta

Edmonton, Canada

May 1, 1959

President Walter H. Johns
University of Alberta
Edmonton, Canada

Dear Dr. Johns:

I have the honor to present the report of
the Library for the academic year 1958-59.

Yours sincerely,

Bruce Peel
Librarian

Report of the University Librarian

1958-59

The University Library is a service institution having as its functions the collecting and organizing of printed materials for the use of the university community, and the assisting of library users to find information needed in their study and research. In the first of these functions, collecting, the library is able to report an increase in book acquisitions of 11% over the previous year, or, if to this is added documents, an increase in acquisitions of 33% over 1957-58. The library received and processed 30,436 books, pamphlets, and documents.

As a description of the contribution of the library to the teaching and research program of the university, statistics have their limitations and can be used to measure only the more tangible contributions. However, the figures given below have significance particularly when compared with those of earlier years. In the three libraries of the university library system--Rutherford, Education, and Calgary--the attendance (student hours spent in the library) was 640,872, an increase of 13%, while the circulation of books was 232,133 volumes, or an increase of 10%. The circulation figure by no means represents the total use of books since it does not include the thousands of books read or consulted in reading rooms and stack areas. Whereas for several years attendance and use grew at a fairly constant rate, for the past two years these figures have bounded upward. This has been more noticeable in some areas of the library than in others.

The library staff directly participated in the interpretative function of the university by instructing students in effective methods of using library facilities and materials, and by answering thousands of reference questions. At the beginning of the regular session the library again gave instruction in library use to freshmen. This instruction was expanded in subject reading rooms; indeed in one reading room seventy hours of instruction were given by the librarian, with the aim of making every student conversant with the standard indexes and abstracts in his field of study. On an experimental basis library instruction was offered for the first time to students enrolled in the evening credit program.

The rapid expansion of the university has brought requests for an extension of certain library services and demands for larger quantities of library materials. In a single year requests from teaching staff for materials on interlibrary loan more than doubled, reflecting the increase in research on the campus. A larger enrolment makes necessary the purchase of numbers of duplicate copies of books for reading lists in junior courses. The acquisition policy in the past was geared to an undergraduate university, so that the sudden emergence of graduate programs in several disciplines has found the library wanting. Consequently, in the immediate future library acquisitions must be accelerated to keep pace with developments on a rapidly changing campus.

In response to requests for longer hours, three areas of the Rutherford Library--the Main Circulation Area, the Medical and the Applied Science

Reading Rooms--were open on Saturday mornings throughout the summer. Commencing in December, for the duration of the winter session, these same areas of the Library were open for four hours on Sunday afternoons to staff and graduate students.

Staff

During the year there was one addition to and one resignation from the professional staff. In June Mr. Wilfrid Rudy joined the staff as a cataloguer, while in August Miss Loretta Millar left the circulation staff to take a library position with the local branch of Imperial Oil Ltd. For much of the year the library operated with two less professional staff than it had had for several years. With the increase in the service load the responsibilities of professional staff were extremely heavy.

Among the non-professional staff there were the usual changes.

Four staff members, namely the Chief Librarian and Misses Carrier, Fenton, and Russell, attended the Canadian Library Association Conference in Quebec City in June.

Miss Norma Freifield is president of the Edmonton Branch of the Canadian Federation of University Women.

Mr. Donald Baird's bibliography of 20th century criticism of the English novel was published in March.

The Chief Librarian acted as one of the judges on the Governor-General's Awards Board.

Library Committee and Sub-Committee

The Library Committee met in October and discussed at some length several matters of library policy. The Library Sub-Committee met eight times during the year to advise the Librarian on operational problems. The personnel of the latter committee changed; Professors Thornton and Govier completed their term of office and were replaced by Professors Brodie and Parr. Late in the year Dr. Johns, who had for many years been a valuable member, and for the past year chairman, of the Sub-Committee, resigned after his appointment as chief administrative officer of the university.

Order Department

The Order Department, which is responsible for the purchase and preliminary processing of all materials coming into the library system, ordered 11,821 volumes, an increase in ordering of 2,233 volumes over 1957-58. Miss Lilian Leversedge reports that the total number of volumes received, including gifts, was 12,249 which represents an increase of 11% over the previous year. Perhaps a better indication of the acceleration in acquisitions is to compare it with the figure of two years ago when the department processed about 8,000 new volumes.

The work load in this department was very heavy, and when by late summer it was apparent that the flood of book requisitions could be ex-

pected to continue throughout the year, a fourth member was added to the staff. Multiple order forms, first introduced in April, eliminated some typing routines and thus probably saved the staff from being completely overwhelmed.

Subscriptions were placed for 1571 periodicals, 160 of them for the first time. One new periodic service cost \$450, while another was priced at \$150. The department searched and obtained 600 issues of 192 periodical titles, thus making it possible to bind broken volumes. In its effort to round out runs of periodicals the library ordered 402 back volumes of 55 titles.

The total expenditure for books and periodicals was slightly under \$33,000, an increase of 12% over the expenditure for 1957-58. The reserve fund, from which many expensive special purchases of library materials were made over the years, was finally depleted.

Cataloguing Department

The department geared its routines to handle the great increase in acquisitions to be catalogued, and in addition cleaned up some small collections of arrearage such as the Rutherford Canadians Collection. Mr. Donald Baird reports the accomplishments of his department statistically as 14,933 volumes catalogued, 13,103 books accessioned, 15,200 books lettered, and 83,374 cards typed. The total of volumes catalogued represents a staggering increase in output--23% more than the previous year. During the summer months the department participated in the reclassification project currently in progress in Calgary.

The staff of three classifiers and three clericals was augmented during the year by the appointment of an additional clerical. The department was short one classifier during the first two and a half months of the year.

The installation of a continuous fluorescent light fixture above the master catalogue has eliminated eye strain for library staff and clientele when consulting the card trays. The temporary removal of the Buddha from the top of the catalogue during the installation brought about a clamour for his reinstatement from a group of students calling themselves the "Cookers of Light, the Sons of Guatama".

Reference Department

In the fulfilment of its primary function of giving library users guidance in the use of those keys to information--indexes, abstracts, bibliographies, and reference volumes such as encyclopedias--Miss Dorothy Hamilton and her staff are able to report that students are using these guides in larger numbers than ever before. Indeed, during library hours the index tables are in constant use. The reference service of the department included finding answers to 5,991 queries put by professors, students, and off-campus persons. About a quarter of these questions were for obscure information, entailing considerable research by the staff.

As stated earlier in this report, requests from teaching staff for inter-library loans more than doubled during the year. In addition to the 790 items borrowed or photostats secured, this library loaned 176 items to other libraries.

The circulation of books is only an incidental function of this department, but during the year 12,446 volumes were circulated, books of reference for use within the room, books from the special collections in the room circulated for home use.

With the expansion of the university's graduate program it is interesting to record that 73 theses were placed in our depository collection. Students and faculty consulted 333 items in the collection, while 41 requests were received from other institutions to borrow theses written at this university.

Now that the library is a partial depository for printed United Nations documents, the staff have at times been swamped with the processing of incoming documents. The publications received from United Nations and the Canadian and Alberta governments numbered 17,203 items.

The library's map collection, which has been built up over the last six years, now contains 14,720 sheet maps. This year 1,253 sheets were added. The processing of the maps continues with all maps classified and half of them catalogued. Each year more use is made of the collection.

The Periodical Reading Room houses 851 journals and 17 newspapers. Attendance remained constant, but circulation for home use dropped.

This year the library had 3,199 volumes bound as compared with 2,519 volumes in 1957-58. As the library receives larger numbers of periodicals and foreign books, the problem of delays in the binding of materials becomes more acute. The solution would seem to be for the library to operate its own bindery.

General Circulation Department

Miss Norma Freifield reports a busy year for her department, which is in charge of the main delivery desk and stacks, browsing area, and the Reserve Reading Room. The circulation of books from the main desk was up 20% over last year, while in the Reserve Reading Room it was up 9%. The total number of books circulated from the two areas was 99,479. There was an increase in attendance in all areas, particularly in the stacks where attendance was one-third greater.

The circulation during Summer Session, 1958, was very heavy. Students enrolled in the Evening Division program borrowed 2,095 books from the Reserve Room during the session, a larger number than heretofore. In connection with the Evening Division program the department also sent out collections of books to those rural points where courses were offered. The number of extramural students using the library's parcel service dropped during the year; the department mailed out 493 volumes.

Law Library

This reading room, which serves the Faculty of Law, receives steady use by the students enrolled in the faculty, who spend a great deal of their time in the reading room. Attendance this year was 35,582, an increase of 9%. Circulation was 11,892, representing an increase of 50%. Since much of the collection consists of law reports which are not allowed to circulate out of the room, this increase in circulation is surprising. Mr. Denys Noden, the Law Librarian, explains that a large number of texts and monographs were added to the collection during the year, and that these have proved popular reading with students.

A total of 614 books, reports, statutes, and reference books were added to the collection.

Applied Science Reading Room

In the Applied Science Reading Room attendance reached the new peak of 85,202, which represents a 25% increase over the previous year. The circulation remained about the same as last year, but as all material is accessible to students for use in the room, the circulation figure is by no means an indication of the use of the collection.

Late in the year nine sections of double-faced wooden shelving were erected in the area to alleviate the shelving problem.

Mrs. Emma MacDonald continues to offer instruction to students enrolled in the faculties which use this reading room. The purpose of the instruction is to make students conversant with the literature of their disciplines. This bibliographic instruction has been much appreciated by teaching faculties and students.

Medical Reading Room

Miss Phyllis Russell continued in charge of this reading room, as Miss Giffen had obtained an extension of her leave of absence. The Medical Reading Room is open the thirteen-hour day for a month and a half longer at the beginning and end of the regular session than are other reading rooms in order to coincide with the longer term of the medical and dental faculties.

Instruction in the use of the reading room and its resources was given to classes of students at the beginning of the term.

The attendance in the Medical Reading Room for the year was 49,243, representing an increase of 13% over that for 1957-58. Circulation was also up with 19,563 books borrowed for home use and an additional 4,056 books borrowed from the stack area for use within the reading room. The Medical Librarian reports a change in the type of material borrowed by medical students. It would seem that the students are encouraged to make case reports based on searches through indexes and periodicals. Consequently the circulation of bound and unbound journals has increased by 46%.

The medical staff and medical practitioners borrowed 6,233 items. Of these 115 volumes were sent to doctors residing outside of Edmonton.

Education Library

The Education Library is one of the busiest units of the library system. Miss Meira English reports that the year's total circulation of education books was 68,861 volumes, an increase in circulation of 16%. Attendance reached 75,817 which was an increase of 28%. The service load is subject to fluctuation from day to day and week to week during the term. With large education classes a single reading assignment can bring many students to the library in search of material.

Summer Session is the most hectic period of the year, when students make intensive use of the library for about four weeks. Last Summer Session 15,824 books were circulated.

The library has been attractively redecorated.

Calgary

The Calgary Branch of the library is operated by a staff of three. The crowded condition in the library was alleviated late in the term when the Institute of Technology and Art moved its collection from the east end of the room, making an additional 420 square feet of space available. In October six three-foot sections of double-faced steel stacks were set up in the library. In addition some wooden shelving was added. By using every inch of available shelving it is expected the library can accommodate acquisitions until the move to new quarters a year hence.

The library added 1,232 volumes to its collection during the year. The total number of volumes is now nearly 22,000. The library subscribed to 35 new periodicals during the year, bringing the total number of periodical subscriptions up to 194.

The attendance was 66,245, an increase of 19% over the previous year. The circulation remained static at 27,000 volumes.

In preparation for the move to a new campus in 1960 the Calgary Library began reclassifying the collection in the summer of 1958. The decision to convert the classification to the Library of Congress scheme was taken in anticipation of the day when the library will contain a much greater store of books serving an expanded teaching program.

During the winter the Librarian, Miss Dorothy Ryder, drew up plans for the new library to be housed in the Administration and Education Building on the new campus.

Miscellaneous Activities

One cultural activity in the library of a non-reading nature is worthy of note, and that is the regular music programs held during the noon hour in the Music Listening Room. This year, under the enthusiastic supervision of Mrs. Marjorie Corah, daily attendance averaged over thirty.

Staff Publications

Baird, Donald. The English novel, 1578-1956; a checklist of twentieth-century criticisms. Denver, A. Swallow (1958) pp. xii, 169.
(in collaboration with Inglis F. Bell)

Gifts Received by Library

The Library received the following gifts:

- From the Canadian foundation for poliomyelitis and rehabilitation, Alberta Branch, \$479 for the purchase of books.
- From the Alberta college of physicians and surgeons, \$300 for books for the Medical Library.
- From the Alberta tuberculosis association, \$396 for books.
- From Mrs. Irene Gonsett, \$500 for the purchase of books for the R. R. Gonsett Memorial Ukrainian Collection.
- From the Edmonton bird club, \$61 for the purchase of two ornithological books.
- From the Embassy of the West German Republic, a collection of German books.
- From the Embassy of the Union of Soviet Socialist Republic, a collection of books.
- From the Canadian Polish Congress, Cultural Committee, of Edmonton, 164 books relating to Polish culture.
- From Mr. W. C. Matheson, 140 books for the Calgary Branch.
- From Doctor Victor Graham, 25 books for the Calgary Branch.

University of Alberta Library

ANNUAL REPORT

Preliminary figures -

Percentage
increase or
decrease.

	1958-59	1957-58	
Attendance & Circulation			
TOTALS (including Calgary)			
Attendance	649,872	576,663	13 %
Circulation	282,183	256,059	10 %
Reference Department			
Attendance	170,978	168,164	2 %
Circulation	12,446	11,627	7 %
Reference Questions	5,991	5,721	5 %
Inter Library Loans	966	526	
Periodical R. R.			
Attendance	10,475	10,339	1 %
Circulation	19,586	21,271	- 18 %
Circulation Department			
Attendance			
(Browsing)	25,775	23,906	8 %
(Stacks)	32,143	23,719	36 %
Circulation	51,565	42,858	20 %
Reserve R. R.			
Attendance	98,412	92,799	6 %
Circulation	47,645	43,615	9 %
Medical R. R.			
Attendance	49,243	41,776	18 %
Circulation	19,563	17,833	9 %
Applied Science R. R.			
Attendance	85,202	68,109	25 %
Circulation	18,171	18,752	- 3 %
Law R. R.			
Attendance	35,582	32,803	9 %
Circulation	11,292	7,529	50 %
Education Library			
Attendance	75,817	59,066	28 %
Circulation	63,801	59,509	16 %
Calgary Library			
Attendance	66,245	55,510	19 %
Circulation	27,136	27,473	- 1 %

Binding

Volumes bound	3,199	2,519
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Library Materials Received and Processed

Order Department

Ordered & received - volumes	11,703	9,955
Gifts and free - volumes	543	
Total volumes	12,249	11,061
Periodical subscriptions	1,571	
Back issues of periodicals	680 issues of 192 periodicals	

11%

Cataloguing Department

Volumes processed	14,933	11,716	28 %
Cards typed	83,374	79,757	4 %

Reference Department

Documents	17,203	11,312
Pamphlets	1,034	
Maps	1,258	3,986

<u>TOTAL</u> (books, documents, pamphlets)	30,486	
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